Quinnipiac University Summer Pre-College Program Policies

Program Rules and Regulations

The following rules and regulations apply to all Quinnipiac University (QU) Summer Pre-College Program participants, regardless of age or program format (i.e. on-campus, off-campus, and online). Failure to comply with any of the following may lead to disciplinary action, up to and including dismissal from the Program. Participants (or their parents, guardians or other sponsors or supporters) who are dismissed from the Quinnipiac Summer Program (the Program) are not entitled to refunds of any kind from the Program.

Alcohol, Drugs, and Illegal/Prohibited Behavior
Participants must abide by all applicable Federal, State, local laws and Quinnipiac Undergraduate policies, codes and procedures (https://catalog.qu.edu/handbooks/undergraduate/) as well as all Program rules and regulations. Any participant who endangers his or her own health or safety or the health or safety of another participant, staff member, or faculty member will be subject to disciplinary action and/or being dismissed from the Program.
Participants shall not use or possess alcohol, illegal drugs, drug paraphernalia, firearms, knives, other weapons or fireworks during the Program. Consumption, possession, or being in the presence of alcohol or illegal drugs is grounds for immediate dismissal from the Program. Possession, use, or being in the presence of drug paraphernalia, firearms, knives, other weapons, or fireworks is grounds for immediate dismissal from the Program.

Arrival Policies
For on-campus Programs, all participants must be checked into the Quinnipiac University Summer Program on arrival day by a parent/guardian unless they are 18 years of age or older or the parent/guardian has signed the form authorizing the participant to arrive on their own and check themselves into the program on arrival day. If accompanied by a parent/guardian, or authorized individual, a photo ID will be needed to complete check-in. Please review and follow the information below for each mode of transportation.

Arrival by Car
Participants who are arriving by car are expected to arrive within the designated arrival window found on the program’s website and preliminary emails. Participants who drive their car to the program must receive authorization from their parent/guardian to do so, obtain a parking pass. Participants will not be permitted to use their car during the program except for arrival and departure.
Arrival by Airplane, Bus, or Train
If a participant will arrive by airplane, bus, or train without the company of a parent/guardian, they must receive signed authorization from their parent/guardian to do so. The participant and their family are responsible for making all arrangements related to transportation to campus.

Attendance and Participation
Participants are expected to attend both for the on-campus or online Program(s) for which they are enrolled, including any scheduled mandatory workshops, as well as social and recreational activities. Participants are expected to be punctual and to participate in a respectful manner. If for any reason the participant is unable to attend or arrive on time to a course, workshop or activity, the participant must contact a staff member (in most cases, their assigned counselor or Program Coordinator). Recurring tardiness or absenteeism will lead to notification of the parent/guardian and may lead to dismissal from the Program.

Cancellation/Refund Policy
If you cancel more than 60 days before the start of the program we will provide a refund less the nonrefundable $100 deposit registration payment.

If you cancel within 60 days but more than 21 days of the start of the program you will receive a 50% refund unless we can fill your spot, in which case you will receive a refund less the $100 nonrefundable deposit payment.

If you cancel within 21 days before the start of the program you will receive a 25% less the $100 nonrefundable deposit payment.

There will be no refund for cancellation after the start of the program. This includes late arrivals and early departures to and from the program. This no refund policy is also applicable if a student is sent home for not adhering to camp policies. If a student is dismissed the family will be liable for all costs associated with the dismissal.

We understand that occasionally a student experiences circumstances such as a severe unexpected medical condition, death of a family member or unexpected hardship. Under these circumstances the family may provide information concerning the circumstances and the Program Director will consider a prorated refund.

Quinnipiac has the right to cancel any program at any time for any reason within its sole discretion. Quinnipiac will provide a full refund in the event that a program is cancelled by Quinnipiac, at its sole discretion.

All cancellation and refund requests must be received via email or US mail to the Director of Summer Programs and Planning. Quinnipiac University is not responsible for any expenses incurred for a cancelled trip such as airline, transportation, or lodging costs. Families may wish to consider travel insurance policies as they make plans. Refunds will be processed within two weeks of approval and may take up to 30 days to be received.
Computer/Technology Policy
The use of University-owned computer resources and technology for purposes other than academic research and instruction is prohibited.
Students enrolled in online programs should conduct themselves and will be held just as accountable for their choices and behaviors as they would if they were participating in an on-campus programs in so much as certain rules are relevant.

Departure Policies
All participants need to be checked out on departure day. Please review and follow the instructions for each mode of transportation for departure day.

Departure by Car
Participants departing by car must depart during the designated departure window found on the program’s website and program emails. The parent/guardian will need to accompany the participant to the designated check-out area where they will check out the participant. If the participant is being checked out by an individual other their parent/guardian, their parent/guardian must fill out a Visitor Authorization Form, giving permission to whoever is picking up the participant. If a participant is driving home unaccompanied, they must receive permission from their parent/guardian to do so via a signed authorization form. A photo ID is required to complete the check-out process.

Departure by Airplane, Bus, or Train
Participants who will be departing by airplane or other mode of transportation not accompanied by a parent or guardian will need to be checked out by their parent/guardian to depart by a specific method such as a car or ride share service. [NOTE: Same issues as arrival above.]

Disciplinary Sanctions
Failure to abide by the Program and Residence Hall rules and regulations (on-campus or off-campus), laws, policies, codes, procedures or failure to respect the authority of Program staff members in their enforcement, may result in sanctions including, but not limited to:

- Parental/Guardian Contact
- Limitations on Program events/activities
- Verbal and/or written warnings
- Restitution for property damage
- Dismissal from the Program
- If dismissal is deemed necessary, the participant will be sent home at the expense of their parent(s) or legal guardian(s). No refunds will be issued.

Note: Program Rules and Regulations are subject to change. A complete list of Program rules and regulations is included in the required Program Rules, Regulations, and Liability Form. This is a required form collected upon course enrollment. Any question of interpretation regarding policies included in this document shall be referred to the Director of Summer Programming for final determination. For additional information about University policies and codes, please review The Student Code of Conduct. https://catalog.qu.edu/handbooks/undergraduate/student-code-conduct-process/
Dress Code
Participants and staff are prohibited from wearing clothing that is inappropriate by showing undergarments; displaying offensive graphics or slogans; or promoting illegal activities or paraphernalia. Participants must wear closed toe shoes during Program-related activities.

Harassment, Hazing, Intimidation and/or Bullying
Participants must show respect for the rights and safety of others in the community and must not engage in any form of harassment, hazing, intimidation or bullying. This includes any behavior, whether in-person, in groups, or through other mediums (e.g., handwritten notes, phone calls, texting, social media platforms, etc.), intended to offend or intimidate another person, including participants, staff or faculty.

Participation in any form of harassment, hazing, bullying, or intimidation is grounds for immediate dismissal from the Program. Prohibited conduct includes sexual violence, sexual harassment, and/or sexual assault. Parents/guardians and participants may familiarize themselves with Quinnipiac’s policies [https://catalog.qu.edu/handbooks/undergraduate/university-policies/title-ix-gender-based-discrimination-sexual-misconduct/](https://catalog.qu.edu/handbooks/undergraduate/university-policies/title-ix-gender-based-discrimination-sexual-misconduct/) by which Program participants and staff abide.

Medical Policies - Available Health Services and Medication
The Program will have health care staff available on site. In the event of participant illness or injury, staff are authorized to arrange for transport of the participant to an urgent care clinic or hospital emergency facilities as they deem appropriate or at the request of a parent/guardian.

In the case of a health or safety situation Program staff or healthcare personnel may disclose information about participant medical records (including treatment, payment, healthcare operations, etc.) to appropriate healthcare providers, University personnel, parents/guardians, and/or listed emergency contacts. Parents/guardians will assume financial responsibility for all expenses of such care. This authorization is given in advance of any such medical treatment and is given to provide authority and power on the part of the University in the exercise of its best judgment upon the advice of any such medical or emergency personnel.

All medications brought to Quinnipiac University by the participant must be in containers that are clearly labeled to include the name of the participant, name of medication, dosage, frequency of administration, and route of administration. All medication prescribed by a physician must be labeled to include the name of the physician, prescription number, date prescribed, possible adverse reactions, the specific conditions when contact should be made with the physician.

An onsite healthcare provider will be present to administer medication to participants. All medications must be given to the onsite healthcare provider for storage.

Participants are allowed to self-administer any medications if Participants provide written authorization from the Participant’s parent/guardian to self-administer any medications. Participants must also provide written authorization from their prescribing healthcare provider to self-administer.
Health Insurance
All participants are required to have health insurance that is written by a U.S.-based company. On-campus programs will provide this as part of the program fee at no additional cost.

While travel insurance may assist participants with travel costs in the event of an emergency, it will not satisfy Quinnipiac Summer Program’s medical insurance requirement, as many policies do not cover medical bills. Participants will be required to submit proof of U.S.-based health insurance prior to their arrival to campus.

Medical Information
- Our medical forms will be made accessible via the CampDoc.com platform. Participants will not be allowed to participate in our programs without a complete medical form.
- If a participant has particular dietary restrictions or preferences, our residential staff will work with that participant to help identify ways of managing their dietary needs.
- Participants will not utilize the Quinnipiac Student Health Center, but will be taken to an urgent care, and/or the emergency room upon request of the parent(s) or in an emergency situation. One staff member will drive the participant and another staff member to the medical facility. The second staff member will remain with the participant and keep in close communication with the on-site office.
- In order to complete their medical forms, international participants will be required to submit a negative TB test.

Health Insurance Portability and Accountability Act (HIPAA)
The HIPAA privacy rule establishes national standards to protect individuals’ medical records and other personal health information and applies to health plans, health care clearinghouse, and those health care providers that conduct certain health care transactions electronically.

Important Disability-Related Information
Quinnipiac University has a reasonable accommodations process through which a parent/guardian can request disability accommodations on behalf of a participant. You will be notified of this process at time of acceptance.

Non-Medical Emergency
Participants may experience a non-medical emergency during their time at Quinnipiac. Non-medical emergencies may include a situation that takes place at home or the death or injury of a relative. Quinnipiac University is committed to support participants should a non-medical emergency take place.

Motor Vehicle Policy
All summer program participants are required to abide by University parking regulations while on campus. Use of a motor vehicle during the Program is not allowed. Under no circumstance is a participant allowed to ride in any vehicle, for the duration of their stay in the Program, unless approved by Program staff for Program-related activities or emergencies. Camp personnel at their discretion can collect keys at the start of the program and secure them in a responsible fashion until they are returned to the participant at the end of the camp session.
Property Damage and/or Vandalism
The parents/guardians of Program participants are financially responsible for any damage or loss suffered by Quinnipiac and/or any Program-affiliated locations/events caused by their child/ward. See Schedule A for Fees related to cleaning, repair & misc.

Sexual Activity
Participants may not engage in any sexual activity during the Program. Violation of this policy may result in immediate dismissal from the program.

Supervision
The Program is an exploratory academic program for mature, self-motivated high-school students looking to gain a Pre-College summer experience. Participants are responsible to get themselves up and ready in the morning, eat meals, attend all courses and workshops, and engage in activities. The ability of participants to follow Program and University rules, Federal, State and local laws, and to act independently in a supportive college setting is required.

Although participants will have contact information for Program residential staff members at all times while attending the Program, staff and/or faculty supervision is provided during the following scheduled activities: courses, workshops, social and recreational activities, field trips and meals. Following curfew in the residence hall, participants are under the general supervision of residential staff who address participants’ needs during their stay with the Program. During free time and social and recreational activities, participants may choose to engage in independent, small, or large group activities of their choosing.

Tobacco Policy
Quinnipiac is a smoke free campus. Tobacco, in any form, electronic cigarette or vaping device use is prohibited. Participants found in possession of tobacco or vaping devices will be subject to disciplinary action.

Use of Visual/Audio/Mobile Technology Device Policy
The Program is committed to providing an environment that is conducive to learning. When participating in an organized Program event/activity, participants are to keep technology on silent/turned off, and be put away, unless otherwise noted. Use of cell phones, cameras and other visual or audio devices is prohibited in restrooms, showers, lockers rooms or other changing areas. Participants should be respectful of all individuals and should ask permission of others prior to taking and/or sharing photos, videos, and other media.

The University is not responsible for any lost, stolen or damaged electronics that are brought to the camp. Each participant is responsible for his/her own possessions. If possible, the University urges participants to leave all personal electronic devices at home.

Weight Room
Participants will not have access to the University Exercise/Weight room.
Summer Program for High School Students Privacy Policy
The Quinnipiac University and the Office of Summer Programs are committed to protecting your privacy. By using this site and the services connected to it, you agree to comply with the terms of this policy. To better meet user concerns or changes in the law, we reserve the right to modify the terms of our privacy policy. Continued use of the site constitutes acceptance of the revised policy.

Through our application and registration systems we collect information from students and their parents or legal guardians. We collect the following information from users:

- first and last name;
- nationality/citizenship;
- ethnicity
- gender (as displayed on your birth certificate);
- date of birth
- mailing address;
- email address;
- phone number;
- school;
- school address and phone number; and
- emergency contact information (first and last name, mailing address, email address, phone number).

We also collect students’ social security numbers (U.S.A. citizens and permanent residents only) in order to create their record with Quinnipiac University. Only staff responsible for admitting and creating the Quinnipiac University student record have access to this information.

Quinnipiac Summer Program follows the guidelines published by the Quinnipiac University Registrar’s Office and its compliance with the Family Educational Rights and Privacy Act (FERPA), if applicable.

Information collected is used by program staff to register students in programs and courses and to market opportunities at Quinnipiac to students and parents. Quinnipiac Summer Program does not share collected information with third parties.

Quinnipiac University has in place commercially reasonable measures to protect the security of the information you provide on our website. However, no system is without a minimal amount of risk.
Residence Hall Policies & Regulations

All Program participants attending on-campus programs will reside in Quinnipiac Residence Halls, and (“Residents”) must abide by all applicable regulations. Living on campus at the University is a privilege and is treated as such. Expectations of community living include but are not limited to sharing and negotiating the use of space with others, treating others with respect, communicating with roommates/suitmates as well as floor-mates, and cooperating with Program staff and policies.

All residents must accept responsibility for creating an environment that promotes individual growth and builds community through the safe, respectful exchange of diverse thought, opinion, and feeling.

Residents who violate any of these regulations may be subject to dismissal from the Program. If dismissal is deemed necessary, participants will be sent home at the expense of their parents/legal guardian(s). No refunds will be issued.

Community Living Standards
All Residents are expected to be respectful and responsible members of the communities within Quinnipiac residence halls. Residents are expected to refrain from actions that prevent individuals from having a safe and respectful community living experience.

Health & Safety Standards
Any activity deemed to be a threat to the health and safety of participants is strictly prohibited. Basic health standards are expected to be upheld regarding sanitary conditions, hygiene, and appropriate use of bathrooms and common areas. It is expected that participants will keep kitchen areas, bathrooms, hallways, lounges and their assigned rooms clean. Cleaning services staff will not enter a room that is occupied by a minor, therefore Residents must keep their room clean and discard of any trash in the designated trash areas.

Health & Safety Inspections
Quinnipiac staff reserves the right to enter residence hall rooms without the consent of the occupant in order to provide for the general well-being and protections of the community, its members and property. Residential staff may conduct inspections to seek out and correct potentially dangerous situations before they cause damage or harm. If violations are observed in the case of an inspection, they may be reported.

Security Regulations
Safety and Security are a shared responsibility of Program staff and residents. Residents should always carry and never lend their Program identification card or room key. All residential areas are secured 24 hours a day. Residents should always lock their room doors. When exiting on-campus housing through locked exterior doors, residents are responsible for leaving the doors locked. Residents are prohibited from propping, tampering with and/or vandalizing doors.

Guest and Visitations
Program participants may only occupy the residence hall during their scheduled session and may not have guests or visitations of any kind, including former Program participants. Family members and authorized adults are prohibited from entering the residence halls, except during the scheduled Program’s check-in and check-out times.
Curfew Policy & Overnight Leave
Residents must be on their respective floors by times set by the Program and in their assigned rooms for the night by 11:00 PM. Overnight visits off-campus during the Program are prohibited.

Noise/Disorderly Conduct Policies
Residents must comply with requests to reduce excessive noise. At no time should any amplified sound be directed out of residents’ windows. Excessive noise, use of stereos, radios, or sound amplification equipment, rowdiness, hall sports, or other loud and disruptive actions in residence halls and around campus will not be tolerated.

Furniture Policy
Each residence hall room is furnished with Quinnipiac furnishings, which must remain in the residents’ rooms at all times. In addition, common area furnishings must remain in public areas and be respected at all times. Parents/guardians of residents may be held financially responsible for costs associated with replacing missing or damaged furniture, games, fixtures and/or removing unauthorized furniture or game pieces from their rooms, lounges, or game rooms.

Window Screen Policy
Window screens must remain on windows at all times.

Candle/Incense Policy
Candles, lit or unlit, are not permitted in resident rooms. Recreational use of candles is prohibited in all areas of the residence halls. Incense, lit or unlit, is not allowed in the residence halls for fire safety reasons.

Pet Policy
Quinnipiac prohibits pets in the residence halls.

Alcohol, Drugs, Firearms, etc.
Consumption, possession, distribution, or being in the presence of alcohol or illegal drugs is grounds for immediate dismissal, as is possession or use of drug paraphernalia, firearms, knives, other weapons, or fireworks.

Room Key and Identification Card Policy
All residence hall cards/keys must be returned at the conclusion of the Program. There is a $110 fee for each lost room key and a $5 fee for each lost card.

Any question of interpretation regarding policies included in this document shall be referred to the Director of Summer Programming for final determination. For additional information about University policies and codes, please review The Student Code of Conduct.